



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY FORCES COMMAND
FORT MCPHERSON, GEORGIA 30330-8000

REPLY TO
ATTENTION OF

AFLG-PR

17 May 1999

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Contracting Information Letter (CIL) 99-24, Use of the International Merchant Purchase Authorization Card (IMPAC) for Purchases from the Defense Automated Printing Service (DAPS)

1. The purpose of this CIL is to reiterate guidance given in CIL 97-31, OUSD (C) Purchase Card Memorandum #4 - Use of IMPAC for purchases from the Defense Automated Printing Service (DAPS).
2. The IMPAC is considered by Army organizations as the preferred method of obtaining goods and services valued at or less than \$2500.
3. Effective July 1, 1997, all orders for printing services placed by customers of the DAPS within the Continental United States (CONUS) and Hawaii are to be acquired using the IMPAC.
4. Please advise your organizations of this mandate to use the IMPAC for purchases from DAPS and emphasize the importance of this tool in streamlining the department's financial management process. The use of the IMPAC is an important step in improving the business processes in the DAPS and in its customer organizations. Request that you work with your installation IMPAC Agency/Organization Program coordinator, Director of Information Management, and DAPS to establish local guidance for implementing this policy.

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5. For additional information regarding this CIL, please contact Mrs. Gwendolyn S. Miles, DSN 367-5486, commercial 404-464-5486, or email to milesgwen@forscom.army.mil.



BEVERLY Y. THOMAS
Acting Chief, Contracting
Division, DCSLOG
Acting Principal Assistant
Responsible For Contracting

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